

REGIONAL NAF PERSONNEL OFFICE

MWR Dept/NSA, VQ-Sewell's Point Sub-Region, Regional Recycling Program

VACANCY ANNOUNCEMENT

08/18/03

Does not confer to Civil Service Status

POSITION: **Maintenance Mechanic**
NA-4749-08/09/10
Salary: \$10.54- \$12.27 per hour
LOCATION: Visitors Quarters/ NSA
Norfolk, VA 23511

ANNOUNCEMENT# SP 82-03

CLOSING DATE: OPEN UNTILL FILLED

AREA OF CONSIDERATION: Open

(*6) Positions, Flexible

NOTE: No relocation costs will be paid

Direct Deposit of salary is a condition of employment

Positions located at: * (2) NAVSTA Norfolk (2) NNSY Portsmouth (1) Little Creek (1) NAS Oceana

DUTIES: Interprets construction and project renovation blueprints, prepares layouts and sketches, prepares purchase requests for tools, material and equipment needed. Work must be accurate and to specifications according to job requirements. Performs work in at least two of the following trades in the maintenance and repair of grounds, exterior structures, buildings and related fixtures and utilities from initial layout to completion: Plumbing: Installs, modifies, and repairs new and existing utility, supply and disposal systems and equipment such as sewage, water, oil and gas distribution systems, water closets, tubs, fire sprinkler systems and showers. Carpentry: Uses skilled techniques to construct, install, repair and modify wood and wood substitute structures and items requiring close tolerance fit and structural soundness. Assembles items using a variety of joining techniques and are skilled in the operation of general and precision carpentry and wood working equipment and are able to produce finished products with precise fits, accurate dimensions and acceptable appearance. Painting: Performs special coating methods such as marbling and graining using coating materials prepared in special as well as common ways and by applying coating techniques that ensure surfaces have a smooth-textured and decorative appearance and meet thickness and level requirements. Electrical: Installs, modifies, repairs, maintains, troubleshoots, tests and loads new and existing electrical lines, circuits, systems, associated fixtures, controls and equipment at a skilled journeyman level. Works from building plans, blueprints, wiring diagrams, engineering drawings, and electrical maintenance and repair manuals to plan and lay out the routing, replacement, type, size, gauge, balance, load, continuity and safe operation of electrical lines and lighting, circuits, systems, equipment and controls. Masonry: Plans and lays out work to be done for repair, alteration or construction of exterior and interior surfaces and structures built of brick, block, glass block, terra cotta, stone and various artificial and natural stone. Cuts and shapes materials used for constructing and repairing window and door openings and corners. Ensures courses are laid evenly and that completed work blends with existing brickwork. Observes required safety, sanitation and hazardous waste disposal rules and regulations. Operates vehicles to transport tools and materials to work site. Performs other duties as assigned. **Special Requirements:** this position is subject to an irregular tour of duty, which may include evenings, weekends and holidays. Must possess and maintain a valid state driver's license, as travel to assigned work sites is required in the performance of duties.

QUALIFICATIONS: A minimum two years documented general experience, with two years documented specialized experience in the applicable combination of trades sufficient to perform the duties of the position. Ability to read and follow appropriate plans and specifications. Ability to communicate verbally and to perform all necessary math computations and measurements.

-FILING INSTRUCTIONS: Applicants must submit a completed application and preference documents to: Regional NAF Personnel Office, 1200 Fechteler Road., Norfolk VA 23505. (Corner of Terminal Blvd and Diven Street)

-NOTE: Applications are available in the NAF Personnel Office. "Unless otherwise specified, all applicants must be 16 and over."

-EMPLOYMENT PREFERENCES: To claim a preference, you must submit documents as follows. Explanation and Application for preference are available at NAF Personnel Office. No preference is given unless requested and documented. **ACCEPTANCE OR DECLINATION OF A POSITION ENDS ABILITY TO CLAIM PREFERENCE FOR SPOUSE OR IVS APPLICANT.**

-MILITARY SPOUSE: Must attach a copy of military member's PCS orders and write SPOUSAL PREFERENCE on the front of the employment application.

- VETERAN: Attach copy of DD214

-INVOLUNTARILY SEPARATED MILITARY MEMBERS & DEPENDENTS: Must attach IVS Hiring Preference information form and one of the following: DD214 or copy of DD1173. ALL IVS PREFERENCE ARE APPROVED ONLY IF DISCHARGE/RE-ENTRY CODE MATCHES ELIGIBILITY LIST.

-ALL prior military discharged within the past 10 years must attach a copy of their DD214 showing the reason for discharge and re-entry code.

-Active Duty Military: Military regulations require that you obtain a special request authorization (NAVPERS 1336/3) prior to being accepted for outside employment. To be considered for NAF employment, you must attach a completed authorization form to all applications, and include your command POC name and phone number.

"The Department of the Navy is an Equal Opportunity Employer. All qualified candidates will receive consideration without regard to race, color, religion, sex, national origin, age, disability, marital status, political affiliation, sexual orientation or any other non-merit factors."

Web Site: www.nsa-norva.navy.mil

JOBS Line: 440-JOBS (5627)